



Curso

“Herramientas colaborativas”

CFIE de Medina de Rioseco
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En este tutorial vamos a ver cómo crear una cuenta en WikiSpaces.com.

Wikispaces.com nos da la posibilidad de crear varios wikis bajo una misma cuenta de usuario.

Estos son los pasos a seguir.

1. Accedemos a www.wikispaces.com y en la página de inicio, vemos un cuadro bajo el título **JOIN NOW - FREE** en el que podemos iniciar nuestro wiki.

The screenshot shows the Wikispaces.com homepage. At the top right, there is a link "Already a member? [Sign in](#)". The main header features the Wikispaces logo (a green plant in a red pot) and the text "wikispaces wikis for everyone". Below this, it says "Create simple web pages that groups, friends, and families can edit together". A quote from Andrew Greig is displayed: "If Google did wikis, they would look like this!" with a link to "more quotes". On the left, there is a small image of a web browser showing a wiki page. In the center, text states "Our WYSIWYG editor makes wikis simple and fun to use!" with a "Take A Tour >" link. On the right, a green box with a red border contains the "Join Now - Free!" registration form. The form includes the instruction "Fill in three fields below and you're done." and four numbered steps: 1. Pick a username (with the example "cursoweb20mrioseco"), 2. Set your password (with a masked field "*****"), 3. Enter your email address (with the example "cursoweb20.javier@gmail.com" and a note "We don't spam or share your email address."), and 4. Space name (optional) (with the example "cursoweb20mriosec.wikispaces.com" and a note "Create a wiki now or after you join."). There is a "Terms of Use" link and a "Join" button at the bottom of the form.

2. Tenemos que establecer:

- › un nombre de usuario
- › una contraseña
- › una dirección de correo-e
- › el nombre que tendrá nuestro espacio, como subdominio de wikispaces.com.

3. Ya está!!

En la siguiente pantalla, ya estamos en nuestro espacio, en el que podemos empezar a trabajar.

Nos indica que ahora podemos:

1. Cambiar las preferencias de nuestro espacio.
2. Modificar su apariencia, escogiendo entre varios diseños.
3. Crear usuarios y asignarles diferentes privilegios.
4. Administrar el Espacio.

The screenshot shows the Wikispaces interface for the space 'cursoweb20mrioseco'. The top navigation bar includes links for 'home', 'Edit This Page', 'page', 'discussion', 'history', and 'notify me'. On the left, there's a sidebar with 'Actions' (New Page, Recent Changes, Manage Space, Search) and 'Navigation' (Home, edit navigation). The main content area is titled 'Welcome to the cursoweb20mrioseco space' and contains sections: 'Getting Started' (with instructions on using 'edit' and 'discussion' links), 'About This Space' (stating the space is 'protected' and listing links for settings, look and feel, permissions and members, and subscription options, with red circles 1, 2, and 3 highlighting the last three), 'Need Help?' (linking to the help section), and 'Contact Us' (providing an email address).

3. Así mismo, se ha enviado un mensaje de correo a la dirección indicada, para que la confirmemos.

The screenshot shows a Gmail inbox. The left sidebar lists folders like 'Bandeja de entrada (1)', 'Mensajes destacados', 'Chats', 'Mensajes enviados', 'Borradores', 'Todos los mensajes', 'Spam', 'Papelera', and 'Contactos'. The main area displays an email from 'Wikispaces <help@wikispaces.com>' to 'cursoweb20mrioseco' at '13:38 (hace 2 minutos)'. The email body says 'Welcome to Wikispaces. Your account has been created:' and lists the username 'cursoweb20mrioseco' and email 'cursoweb20.javier@gmail.com'. It then asks to visit a link to confirm the email address: 'http://www.wikispaces.com/-/5kdEXzaCXCKGmmh48fajcD'. A note says: 'If the above line does not appear as a link, please use this alternate link.' The email concludes with 'As a member, you can now create new spaces by clicking 'Make a New Space' on the front page. If you've already created a space, it will be listed on the left side of the home page under 'My Spaces'. Thanks, The Wikispaces Team'.

Pantalla de Preferencias (Settings)

The screenshot shows the Wikispaces 'Settings' page for the user 'cursoweb20mrioseco'. The page is divided into a left sidebar and a main content area. The sidebar contains links for 'Actions' (Make a New Space, Search), 'My Spaces' (cursoweb20mrioseco), and a 'Change Picture' link. The main content area contains the following settings:

- First Name**: Text input field.
- Last Name**: Text input field.
- Email Address**: cursoweb20.javier@gm (unconfirmed -- [Click here](#) to resend the confirmation email.)
- Time Zone**: (GMT-08:00) Pacific Time (US & Canada); Tijuana (requires Javascript and IE 5.5+, Firefox 1.0+, Mozilla 1.3+, or Netscape 7+)
- Use Visual Editor**: Yes (dropdown menu). Description: use a visual editor to edit pages (requires Javascript and IE 5.5+, Firefox 1.0+, Mozilla 1.3+, or Netscape 7+)
- Results Per Page**: 20 (dropdown menu). Description: number of results per page on message lists, searches, etc.
- Email Responses**: Yes (dropdown menu). Description: send me an email when someone replies to my posts
- Email Changes To Favorite (★) Pages**: No (dropdown menu). Description: send me an email when someone changes one of my favorite pages
- Email Site News**: Yes (dropdown menu). Description: send me periodic site news emails
- Password**: Click [here](#) to change your password.
- Blog Integration**: No blogs associated with this account. Click [here](#) to integrate a Blogger or TypePad blog.

At the bottom right, there are 'Save' and 'Cancel' buttons.

Módulo de Administración

Si hacemos clic en el enlace '*Manage Space*', accedemos al módulo de administración.

Desde aquí podemos:

The screenshot shows the 'Space Contents' administration module. It contains the following links and buttons:

- [List Pages](#)
- [List and Upload Files](#)
- [Usage Statistics](#)
- [Import a Blog Entry](#)
- [Manage Templates](#)
- Backup Space**: Windows .zip, Unix .tgz
- Export Space as HTML**: Windows .zip, Unix .tgz

- Listar las páginas
- Listar y subir ficheros
- Ver estadísticas
- Importar entradas de un Blog
- Administrar plantillas
- Realizar copia del Espacio
- Exportar el Espacio como HTML

Space Settings

[Name, Description, and License](#)

[Look and Feel](#)

[Members and Permissions](#)

[Subscription](#)

[Delete this Space](#)

- Cambiar el nombre, descripción o tipo de licencia del Espacio.
- Apariencia
- Miembros y permisos.
- Suscripción.
- Borrar el Espacio.

Space Promotion

[Invite People](#)

[Space Badges](#)

- Invitar a utilizar WikiSpaces.
- Imágenes promocionales de WikiSpaces.